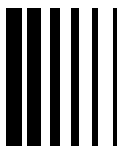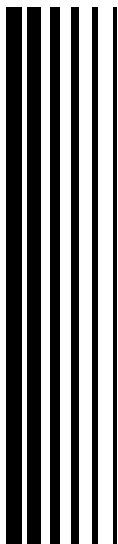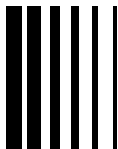**DEFENSE INFORMATION SYSTEMS AGENCY
JOINT INTEROPERABILITY AND ENGINEERING
ORGANIZATION**

DEPARTMENT OF DEFENSE INFORMATION TECHNOLOGY (IT) STANDARDS MANAGEMENT PLAN FOR ELECTRONIC DATA INTERCHANGE (EDI)

3 JUNE 1997

FOREWORD

As the Executive Agent (EA) for Information Technology (IT) Standards, the Defense Information Systems Agency (DISA) developed the Department of Defense (DOD) Information Technology Standards Management Plan (ITSMP)for Electronic Data Interchange (EDI) to coordinate and integrate DOD EDI Standards activities.

This Information Technology Standards Management Plan (ITSMP) for EDI applies to all DOD components that use electronic data interchange; and U.S. Government agencies outside of the DOD who agree to participate with DOD in matters concerning the application of EDI. Information describing the processes for integration, coordination, and configuration management necessary to achieve and implement EDI Standards within DOD will appear in a Procedures Manual, promulgated separately.

This plan has been coordinated within DOD via the Electronic Data Interchange Standards Management Committee (EDISMC).

//signed//
Mr. James Buckner
Chair, DOD Standards
Coordinating Committee

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3 June 1997

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CHAPTER 1

INTRODUCTION

1.1 PURPOSE

This plan establishes the Department of Defense (DOD) mechanism to centrally lead, manage, integrate, and coordinate efforts to achieve and implement Electronic Data Interchange (EDI) Standards for use by DOD automated information systems. The requirement for this IT Standards Management Plan for EDI was identified in the Recommendations section of the *DOD Electronic Commerce (EC) / Electronic Data Interchange (EDI) in Contracting Report*, December 20, 1993, and in *Streamlining Procurement Through Electronic Commerce (Final Report)*, October 13, 1994. It conforms with DISA=s Joint Interoperability and Engineering Office (JIEO) Plan 3200 as applied to EDI. This plan establishes the EDI Standards management process as the mechanism to improve interoperability, effectiveness, and efficiency, and reduce costs through uniform standards implementation. EDI is becoming a standard business practice throughout DOD and the provisions of this plan are intended to form the foundation for all DOD EDI Standards management. It provides the mechanism for the development, adoption, publication, and configuration management of EDI Standards and Implementation Conventions (ICs) in support of DOD automated information systems.

1.2 BACKGROUND

DOD has been actively pursuing EDI since 1962, when it implemented Military Standard Transaction Reporting and Accounting Procedures (MILSTRAP) and Military Standard Requisitioning and Issue Procedures (MILSTRIP). DOD expanded its involvement in EDI in 1988, when it adopted the American National Standards (produced by the Accredited Standards Committee (ASC) X12 of the American National Standards Institute (ANSI)) as the standard DOD EDI syntax. "Defense Management Review Decision (DMRD) 941" of November 1990, established targets for implementing EDI within DOD. Federal Information Processing Standards Publication No. 161-2 (FIPS PUB 161-2), "Electronic Data Interchange," issued May 22, 1996, adopted three EDI syntax standards for U.S. government use: American National Standards Institute ASC X12, United Nations Electronic Data Interchange for

Administration, Commerce, and Transport (UN/EDIFACT), and ANSI ASC Health Level 7 (HL7).

On October 26, 1993, President Clinton signed an executive memorandum requiring Federal agencies to implement electronic commerce in Federal purchases as quickly as possible. As the initial step, the President's Management Council (PMC) Electronic Commerce Task Force (ECTF), chaired by the Administrator, Office of Federal Procurement Policy (OFPP), chartered the Federal Electronic Commerce Acquisition Team (ECAT) to complete the first milestone of the President's memorandum. The PMC assigned the ECAT, composed of representatives from the DOD and other Federal departments and agencies, the task of defining the architecture for the government=s EC acquisition system and identifying the executive departments or agencies responsible for developing, implementing, operating, and maintaining the Federal electronic system. The PMC ECTF is being restructured into an EC Steering Committee and an Electronic Process Initiative Committee. The General Services Administration (GSA) is the lead organization.

Since the signing of the executive memorandum in 1993, the Electronic Commerce Infrastructure and Standards Development Process have expanded to support other functional areas, such as transportation, logistics, healthcare, and finance.

1.3 OBJECTIVES

The DOD EDI Standards program objectives are based on the DOD Standards program and the recognized need to conserve scarce DOD resources, and to provide DOD with the best available information technology available from the U.S. industrial community. An overriding objective of the DOD EDI Standards effort is to adopt commercial, non-Government (such as ASC X12, HL7, and UN/EDIFACT) Standards in preference to DOD and military specifications and standards whenever practical. The objectives are as follows:

a.   Develop and implement management policies, roles, responsibilities, and procedures.

b.   Streamline and structure the standards program to achieve consistency, visibility, and control of standards, thereby hastening their availability, and reduce costs.

c.   Coordinate EDI Standards efforts within DOD and with other Federal agencies.

d.   Establish and provide access to a single DOD focal point for the development and integration of DOD standard ICs.

e.   Provide the EDI user community with an effective configuration management policy, and appropriate implementing procedures to manage DOD participation in the standards development process.

f.   Focus on reducing costs and improving efficiency.

1.4 AUTHORITY AND DIRECTION

Overall authority for establishing and implementing information management policies, processes, and programs is vested in the Assistant Secretary of Defense for Command, Control, Communications, and Intelligence (ASD(C3I)), in accordance with DOD Directive 8000.1, "Defense Information Management (IM) Program," October 27, 1992.

ASD(C3I) has designated DISA the DOD Executive Agent (EA) for coordinating and integrating DOD's IT Standards Program. This authority was established in the ASD(C3I), "Memorandum Executive Agent for DOD Information Standards," September 3, 1991. On September 15, 1992, and subsequently affirmed on May 7, 1993, under the direction of the "Defense Management Review Decision 918," responsibility for all IT Standards matters was centralized, and DISA was directed to adopt, develop, specify, certify, and enforce IT Standards within DOD.

In conformance with the DOD Information Technology Standards Management Plan (DOD ITSMP), the Standards Coordinating Committee (SCC) was established as the principal DOD forum for all DOD Standards matters. The SCC established the EDI Standards Management Committee (EDISMC) to provide the management forum to address EDI Standards issues.

OSD Principal Staff Assistants (PSAs)have the inherent responsibility for defining requirements, and for the development and functional maintenance of Implementation Conventions for their functional areas, and to evaluate and improve current processes, data, and supporting information systems as outlined

in DOD Directive 8020.1, "Functional Process Improvement," and in subsequent DOD Directives 8000.1, "Defense Information Management (IM) Program," October 27, 1992; 8120.1, "Life-Cycle Management (LCM) of Automated Information Systems (AISs)," January 14, 1993; and DOD Instruction 8120.2, "Automated Information Systems (AISs) Life-Cycle Management (LCM) Process, Review, and Milestone Approval Procedures," January 14, 1993.

1.5 APPLICABILITY

The provisions of this plan apply to all DOD components that require or use EDI information, and to U.S. Government agencies outside of the DOD who agree to participate in DOD EDI Standards management.

1.6 CHANGES

Address proposed changes to this plan to:

    Defense Information Systems Agency
    Joint Interoperability and Engineering Organization
    Center for Standards, ATTN: JEBCD
    10701 Parkridge Boulevard
    Reston, Virginia 20191-4357

CHAPTER 2

**SCOPE OF ELECTRONIC DATA INTERCHANGE
INFORMATION TECHNOLOGY STANDARDS**

2.1 THE DOD TECHNICAL REFERENCE MODEL

2.1.1 BACKGROUND

On 16 November 1990, the Secretary of Defense directed the implementation of the Department of Defense (DOD) Corporate Information Management (CIM) initiative. This DOD Information Management Initiative is to strengthen DOD≈s ability to apply computing, telecommunications, and information management capabilities effectively in the accomplishment of DOD≈s mission.

A key element of the DOD Information Management Initiative is the implementation of an information system technical infrastructure based upon a technical architecture that supports portability, scalability, and interoperability of information systems. The Technical Reference Model (TRM) and standards profile summary define a detailed DOD target reference model and a DOD Profile of Standards for this technical infrastructure and the applications it supports (Section 3 of Volume 2 of the DOD Technical Architecture Framework for Information Management [TAFIM]).

2.1.2 PURPOSE AND OBJECTIVES

The purpose of the Technical Reference Model is to provide a common conceptual framework, define a common vocabulary, and specify a base of standards so that the diverse components within DOD can better coordinate acquisition, development, and support of DOD information systems.

The model, populated with specific standards, defines a profile of technical standards that are mandatory for all DOD information systems, except those specifically exempted by ASD(C3I). The model is not a specific system architecture. Rather, it establishes a common vocabulary and defines a set of services and interfaces common to DOD information systems.

2.1.3 THE TRM AND EC/EDI STANDARDS

EDI services are used to create an electronic (paperless) environment for conducting commerce and achieving significant gains in quality, responsiveness, and savings afforded by such an environment.

For EDI, the DOD Profile of Standards cites FIPS PUB 161-2 as the DOD Standard. DOD requires the use of ASC X12, UN/EDIFACT and ASC HL7 when departments or agencies implement EDI systems. The choice of which family of standards to use is normally a matter for agreement between trading partners.

2.2 CONFIGURATION MANAGED ITEMS

There are three levels of specificity in documenting EC/EDI implementations. The first, Standards, refers to those documents developed and agreed to by Voluntary Industry Standards Bodies. While DOD participation in these standards bodies is conducted in accordance with this plan, the standards themselves are not DOD configuration managed items.   The second, Implementation Conventions, further refine standards for use within a particular operational environment, e.g. DOD Procurement. DOD ICs are items which are configuration managed in accordance with this plan and the EC/EDI Configuration Management Procedures Manual. At the third level, System Specifications are not within the scope of this plan. Not all allowable options within a standard may be adopted by a convention, and not all options within a convention may be adopted by a specific system. Each level is more specific, and a subset of the previous level. This ITSMP addresses management of DOD activities in support of Standards and ICs.
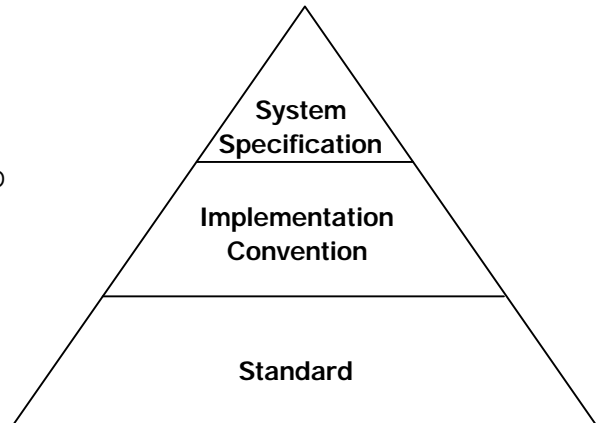
Figure 2-1. Levels of Specificity

2.3 STANDARDS

2.3.1   VOLUNTARY INDUSTRY STANDARDS POLICY

OMB Circular A-119 encourages all Federal agencies to participate in developing national standards to satisfy their

needs. Departments and agencies provide support, principally by
submitting comments on standards issues to the Department of
Commerce (National Institute of Standards and Technology (NIST)).
NIST coordinates the views of all Federal agencies to present a
single unified government position. Representatives at the
development level ensure the recognition of Federal requirements,
and initiate actions to consider incorporating those needs into
ASC X12, ASC Health Level 7 (HL7), and/or UN/EDIFACT Standards.
The government also seeks to influence the direction of standards
work at the executive level by providing representation to
selected national and international standards policy bodies.
These executive level organizations include those concerned with
standards approval, planning, policy, operations, and management
issues.
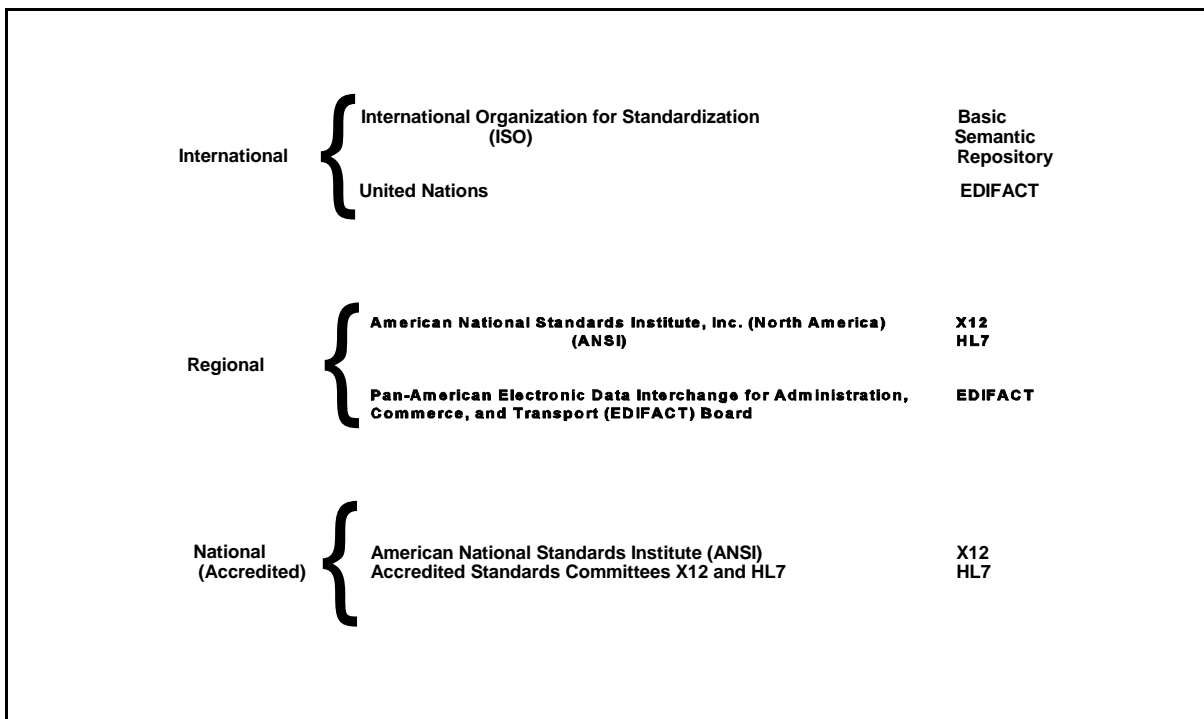
Figure 2-2. Key Voluntary Industry Standards Bodies

    **2.3.2   NATIONAL AND INTERNATIONAL VOLUNTARY INDUSTRY
STANDARDS.**

    National and international voluntary industry standards are
standards developed by nationally and internationally recognized

standards bodies, voluntary bodies, consortia, and various international treaty, bilateral and multilateral agreement bodies. Figure 2-2 shows some of the key voluntary industry standards bodies (along with their associated standards) that are of interest to DOD. The EDI Standards program uses DOD representatives to ensure consideration of U.S. government and DOD interests in the work of the external EDI Standards fora. This is the principal means of fostering the adoption and development (including the consideration of DOD needs) of EDI Standards for DOD use. DOD requirements in external standards bodies must be clearly stated and supported if DOD is to successfully adopt voluntary industry EDI Standards.

2.3.3 VOLUNTARY INDUSTRY STANDARDS BODIES

A number of voluntary industry standards organizations develop, approve, and publish EDI Standards. Currently, the most significant organization, from a DOD perspective, is the American National Standards Institute (ANSI). It serves as the clearinghouse for national standards and acts as the national body for U.S. participation in the International Organization for Standardization (ISO). It also represents the United States in the United Nations charter body of the EDI for Administration, Commerce, and Transport (UN/EDIFACT). ANSI accredits Standards Development Organizations (SDOs) and Standards Development Committees (SDCs) that agree to work under the ANSI procedures. This guarantees standards development in an open forum in which all interested parties can participate. Accreditation also permits publication of the standards developed by these SDOs and SDCs as American National Standards. The ANSI Accredited Standards Committee (ASC) X12 was established to develop EDI Standards. The Department of Commerce recognized ASC X12 as an approved source for national EDI Standards in FIPS 161-2.

2.3.4 ASC X12, ASC HL7, AND UN/EDIFACT STANDARDS

In 1979, ANSI chartered the ASC X12 to develop uniform standards for electronic interchange of business transactions. The X12 committee develops standards to facilitate electronic interchange relating to business transactions such as order placement and processing, shipping and receiving, invoicing, payment, and cash application data associated with the provision of products and services. The X12 transaction sets generally map a business process to an electronic format that can be passed

easily over telecommunication networks. Each transaction format includes many segments containing the data needed for the business function as well as instructions to facilitate routing the data to the correct place.

ASC X12 intends to migrate to UN/EDIFACT in the coming years.

2.4   IMPLEMENTATION CONVENTIONS (IC)

EDI syntax standards (ASC X12, ASC HL7, and EDIFACT) are intended to accommodate a full range of business activities for all industries. They are developed by consensus among a large number of users, all having their own needs. The resulting standards are very broad, and intended to meet the diverse requirements of all users. They commonly contain more data elements and structure options than any one user or industry needs. In fact, they often contain a multitude of optional ways of conveying the same information. The value of EDI syntax standards is to provide the general rules and structure to allow general purpose implementations.

These standards are too broad to conduct business via EDI. There are too many opportunities for incomplete or ambiguous transactions. Therefore, actual implementations require ICs to define the transaction. The ICs, based on X12, HL7, or EDIFACT, define the exact transactions required by the systems implementors to conduct business, by tailoring the use of the standards' segments, data elements, and code values. In addition, they document the intended interpretation of a standard. ICs remove the ambiguity of which segments and data elements are used in each context and document the different interpretations of the standard.

DOD will generate EDI positions and standards adoption primarily through working group development of ICs. In the IC development process, the need for changes to standards will often be identified, and standards modifications must be proposed. DOD ICs will also be used as a basis for participation in the Federal IC development process. Approved Federal ICs will be adopted as soon as they are available, able to be implemented, and meet the needs of DOD. It should be noted that migration to a new IC will seldom result in simultaneous implementation in all systems. Other EDI documentation also may be needed to support the users.

Related documentation may consist of guidelines, handbooks, specifications or other technical documents. These will be developed as required.

2.5   COMPLIANCE

The DOD EDI Standards Management Committee (EDISMC) is committed to ensuring that DOD ICs comply with the structure and syntax of ASC X12, UN/EDIFACT, or HL7 Standards (as appropriate). An IC is compliant with a standard when it follows that standard=s syntax rules and is derived from only those items in the published standard. These rules and items shall not be modified; however, exceptions are explicitly stated in the DOD EC/EDI Configuration Management Procedures Manual. Furthermore, an IC cannot be based on multiple releases. For example: A single IC cannot contain codes from both 3010 and 3050 releases. (The developer may want some codes from one release and some from another. This is not compliant).

CHAPTER 3

ELECTRONIC DATA INTERCHANGE
STANDARDS MANAGEMENT CONCEPT AND STRATEGY

3.1 EDI STANDARDS MANAGEMENT CONCEPT

The EDI Standards management concept uses the standards activities, processes, and procedures established in the DOD ITSMP and by the Defense Standardization Program (DSP). The DOD EDISMC is responsible for coordination of the development of DOD EDI Standards and ICs. The EDISMC recognizes that business functionality is the preeminent requirement of EDI Standards, and that functional (business area) participation in the standards process is required for the successful execution of DOD EDI.
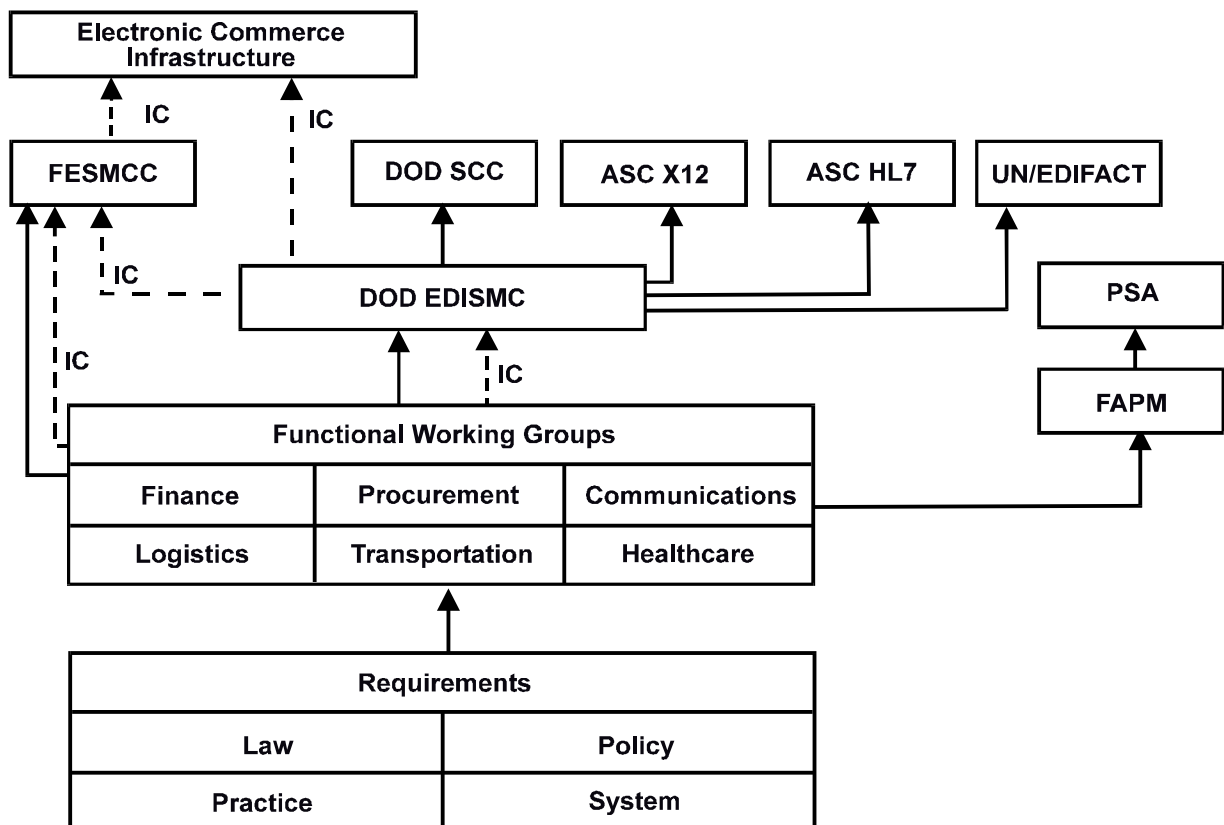
3.2   MANAGEMENT STRUCTURE

3.2.1   OVERVIEW

The EDI Standards management concept is supported by the management structure shown in Figure 3-1. The structure places a single management authority at the lowest possible EDI Standards group level, integrates the functional and technical elements involved in EDI Standards development, and uses existing standards bodies.

3.2.2   STANDARDS COORDINATING COMMITTEE (SCC).

The DOD SCC serves as the principal DOD forum for information technology standards matters, and is chaired by DISA=s Center For Standards (CFS). The SCC, subordinate to the DOD Military Communications and Electronics Board (MCEB), is primarily composed of members representing the Office of the Secretary of Defense (OSD), the Joint Staff, and the CINCs/Services/Agencies.

3.2.3   ELECTRONIC DATA INTERCHANGE STANDARDS MANAGEMENT COMMITTEE (EDISMC)

Under the IT Standards Program, most standards management activities are accomplished by Standards Management Committees (SMC) subordinate to the SCC. The EDISMC was established to coordinate EDI standardization activities within DOD. The EDISMC addresses standards and the IC requirements that support DOD and the Federal Government. The EDISMC=s mission is to support the development, adoption, publication, and configuration management of EDI ICs, and the maintenance of EDI Standards to ensure compatibility and interoperability among DOD EDI capable information systems, and to the extent practicable, with non-DOD information systems. It also provides DOD technical positions as required by the SCC, and it guides and coordinates efforts of other groups that develop standards of importance to DOD EDI.

The organization of the DOD EDISMC is described in the EDISMC Charter.

The EDISMC forum will not substitute for the normal DOD staffing process identified in the references, but will accomplish the functions and responsibilities as described in

the EDISMC Charter.

3.2.4 WORKING GROUPS

EDISMC Working Groups are established to address specific EDI Standards issues and projects, bringing special functional expertise to bear on EDI Standards issues. This has necessitated the establishment of several Functional Working Groups(FWG). The DOD EDI Standards work done by these FWGs is coordinated by the EDISMC. The FWGs assist in developing EDI Standards, providing functional positions and recommendations as required and/or directed. The chairs of the EDISMC established working groups serve at the discretion of the EDISMC. Some working groups are "joint" in that they are attended by both DOD and non-DOD Federal representatives. The arrangement for chairmanship can vary from one group to another, based on its charter.

Office of the Secretary of Defense Principal Staff Assistants (PSAs)usually exercise their IC Development responsibility through a Functional Area Program Manager (FAPM). Subordinate to the FAPM, working groups perform the detailed work supporting the PSAs. Whenever possible, the EDISMC will look to existing PSA working groups to perform the duties of EDISMC Functional Working Groups. This provides the EDISMC a single, authoritative source of user functional requirements, while also providing cross functional enterprise integration. When established in this way, Memoranda of Agreement (MOA) may be used to establish the FWGs. The FAPM, through the PSA representative to the EDISMC, proposes EDI Standards for DOD use and addresses issues and projects requiring special functional expertise. The PSA's representative to the EDISMC serves as the gatekeeper of actions flowing to and from the respective working group. PSA sponsored FWGs work at the direction of the FAPM and cooperate with the EDISMC in developing and configuration managing EDI Standards and ICs.

3.3 THE FEDERAL EC/EDI STANDARDS MANAGEMENT STRUCTURE

DOD participates in the Federal Standards Management process. Every effort will be made to adopt Federal ICs for DOD use. Only if Federal ICs fail to meet DOD requirements will separate ICs unique to DOD be approved. The primary components of the Federal standards management structure are described below.

3.3.1. OFFICE OF MANAGEMENT AND BUDGET (OMB)

The OMB has overall responsibility for implementing the Federal government's electronic commerce (EC) management plan and chartering interagency groups created under its provisions.

3.3.2. NATIONAL INSTITUTE OF STANDARDS AND TECHNOLOGY (NIST).

NIST performs the Federal Government's duties of configuration manager, administrator, and technical secretariat for EDI. When ASC X12, ASC HL7, or UN/EDIFACT approves new national or international standards, NIST proposes draft FIPS based on those standards if the voluntary standard has reached a sufficient level of technical maturity to warrant Federal adoption. FIPS PUB 161-2 adopts three families of EDI information syntax standards: ANSI ASC X12, UN/EDIFACT, and ANSI ASC Health Level 7 (HL7).

3.3.3 FEDERAL ELECTRONIC DATA INTERCHANGE STANDARDS MANAGEMENT COORDINATING COMMITTEE (FESMCC).

The Federal EDI Standards Management Coordinating Committee (FESMCC), an interagency committee, is the decision making body for federal government EDI, and performs most of the standards management activities. The FESMCC is a cross-functional body, whose membership is comprised of a wide range of functional communities. The DOD Representative to the FESMCC (appointed by the DOD EDISMC, along with an Alternate Representative) represents the view of the DOD EDISMC at FESMCC meetings.

3.3.4 INTERAGENCY FUNCTIONAL WORKING GROUPS.

Interagency working groups operate under the FESMCC to identify functional user requirements and propose solutions. Functional Working Groups (FWGs) are chartered as needed to address specific standards issues and are subordinate to the FESMCC in standards management issues. Several operate jointly with their DOD EDISMC counterparts.

3.3.5 DEPARTMENT-UNIQUE STANDARDS

The development and configuration management of EDI Standards, if required within DOD, will be coordinated closely

with existing Federal and non-Government standards.

3.4 DOD EDI STANDARDS MANAGEMENT STRUCTURE AS PART OF THE DEFENSE STANDARDIZATION PROGRAM (DSP)

The DSP processes and procedures are found in DOD Manual 4120.3-M, "Defense Standardization Program - Policies and Procedures." This manual is designed for use at the standardization operating level without supplementary instruction. The processes and procedures in it are used to integrate and coordinate the various EDI Standards activities as required.

3.5 MANAGEMENT STRATEGY

The EDI Standards management structure, shown previously in Figure 3-1, represents ongoing efforts to develop EDI Standards and ICs. Centralized coordination of the process reduces the number of DOD component resources required to support EDI Standards activities. The following strategies are applied:

a.   Use International/National standards as base standards.

b.   Identify DOD efforts to develop profiles reflecting unique DOD requirements and review for possible application of federal ICs and/or guidelines.

c.   Review DOD and Federal standards and ICs to identify and eliminate duplication.

d.   Participate in non-government standards groups, such as ASC X12, ASC HL7, UN/EDIFACT, and in Federal groups.

e.   Develop and coordinate DOD positions presented to Federal, non-Government and commercial standards groups on areas of technology that concern EDI IT Standards.

f.   When practical, coordinate views to develop a single Government position when Federal agencies participate in non-Government industry and commercial standards groups.

g.   When an area of interest to the EDISMC includes several non-Government or commercial standards activities, identify a focal point to provide support, which will ensure that an

integrated approach is accomplished.

    h.   Collaborate and coordinate ideas, requirements, projects, and progress to promote the efficiency and success of the overall EDI Standards Program with the objective of attaining the following benefits:

        1.   A unified DOD position on EDI Standards.

        2.   Consistent interpretation, implementation, and application of EDI Standards.

        3.   Identification and establishment of areas of mutual interest.

        4.   Collaboration in planning efforts to:

            a.   Eliminate duplication of effort.

            b.   Integrate products and efforts.

            c.   Combine resources.

            d.   Determine the cost/benefit ratio of combined projects versus separate endeavors.

            e.   Develop and execute coordinated, consistent, and complementary information technology standards program plans and standards.

            f.   Facilitate a higher level of review by synchronized program and project monitoring and reporting.

            g.   Establish communication with all DOD components and external groups participating in EDI Standards activities.

CHAPTER 4

METHODS AND TOOL SUPPORT

4.1   OBJECTIVE

DISA has developed automation tools to support the IT Standards Program. These include automated distribution, document coordination, standards development tools, and World Wide Web (WWW) servers for the exchange of information used in management of the standards process. NIST=s public WWW site is used as a repository for approved ICs, and DISA sponsored public (library) and private, password protected web sites are used to promulgate information from, and for conducting business within the DOD EDISMC (Figures 4.1 and 4.2).
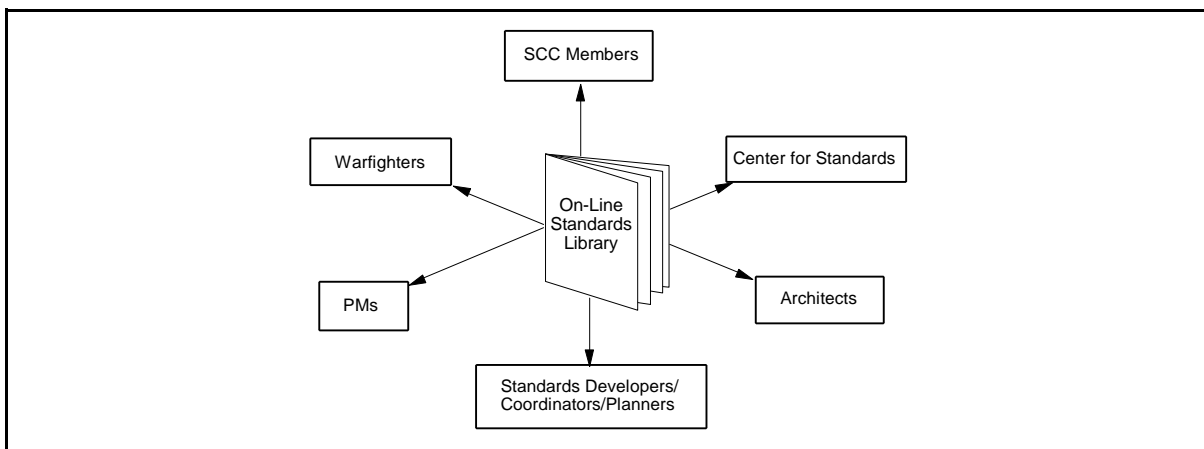
Figure 4-1. On-Line Standards Library Users

4.2 EDISMC WORLD WIDE WEB SITE

EDI ICs and related documentation are available for retrieval (downloading) from the NIST site on the Internet. The public portion (http://www-edi.itsi.disa.mil) of the EDISMC Web server will be the primary means for publishing the results of EDISMC activities. The private portion of the EDISMC Web server (http://www-edi.itsi.disa.mil/Private/private.htm) will be used (by members only) for conducting EDISMC business (including developing ICs, submitting change proposals, coordinating

actions, voting, writing minutes, and preparing DOD positions for non-Government standards bodies). The EDISMC Web server has
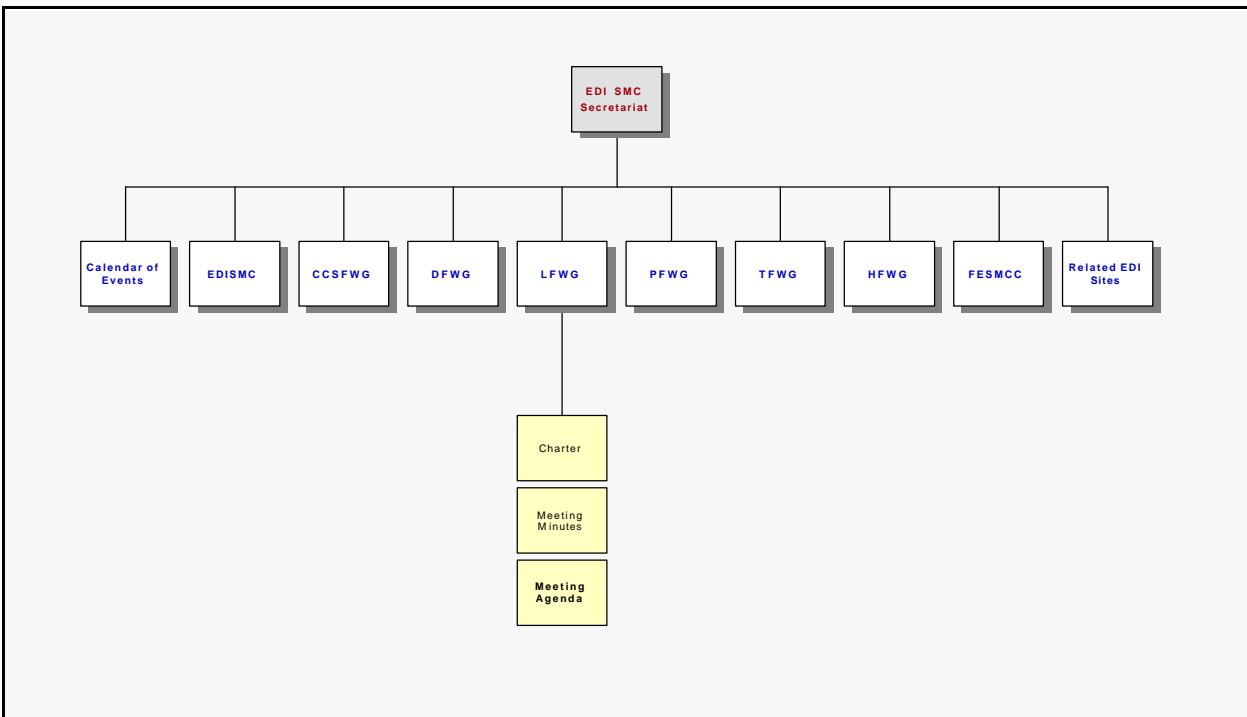
Figure 4-2. EDISMC WEB SERVER

sections established for use by each EDI functional area. A general description of the EDISMC site follows. The EDISMC web server is designed to furnish DOD's EDI Standards community, those outside the DOD with whom they work, and the customers they serve a means of accessing and exchanging information about EDI Standards and ICs. The EDISMC secretariat assigns passwords (for access to the private portion of the web site) to eligible, interested parties, and is responsible for maintenance of the entire web site. EDISMC FWG Chairs are responsible for their portions of the site (public and private). Once granted access to the EDISMC Web site, EDI users can access information about standards, Functional Working Groups, projects, requirements, information systems, and other subjects related to EDI Standards. To access the EDISMC Web server, users must use a Web browser.

APPENDIX A
REFERENCES

1.   JIEO Plan 3200, *DOD Information Technology Standards Management Plan*, November 1993.

2.   DOD Directive 8000.1, *Defense Information Management (IM) Program*, October 27, 1992.

3.   ASD(C3I) Memorandum for Director, *Defense Information Systems Agency, Executive Agent for DOD Information Standards*, September 3, 1991.

4.   DOD Manual 4120.3-M, *Defense Standardization and Specification Program Policies, Procedures, and Instructions*, July 7, 1993.

5.   DOD 5200.1-R, *Information Security Program Regulation*, August 1982.

6.   DOD Directive 5230.9, *Clearance of DOD Information for Public Release*, April 2, 1982.

7.   DOD Directive 8320.1, *DOD Data Administration*, September 26, 1991.

8.   DOD Directive 8320.1-M, *DOD Data Administration Procedures Manual*, January 20, 1993.

9.   DOD Directive 8320.1-M-1, *Data Element Standardization Process*, January 1993.

10.   Defense Management Review Decision 941 (DMRD 941), November 1990.

11.   Federal Information Processing Standard Publication No. 161-2 (FIPS PUB 161-2) *Electronic Data Interchange*, May 22, 1996.

12.   Defense Management Review Decision 918 (DMRD 918), *Defense Information Infrastructure*, September 15, 1992.

13.   DOD Directive 8120.1, *Life-Cycle Management (LCM) of*

Automated Information Systems (AISs), January 14, 1993.

14. DOD Instruction 8120.2, *Automated Information Systems (AISs) Life-Cycle Management (LCM), Process, Review, and Milestones Approval Process*, January 14, 1993.

15. OMB Circular No. A-119, *Federal Participation in the Development and Use of Voluntary Standards*, October 26, 1982.

16. Draft DOD Directive 8000.XXX, *DOD Electronic Commerce (EC) In Support of Business Processes*, undated.

17. DOD Directive 5105.19, *Defense Information Systems Agency (DISA)*, June 25, 1991.

18. DOD EC/EDI Configuration Management Procedures Manual.

APPENDIX B

ACRONYMS

AIS	Automated Information System
ANSI	American National Standards Institute
ASC	Accredited Standards Committee
ASD(C3I)	Assistant Secretary of Defense (Command, Control, Communications, and Intelligence)
C3I	Command, Control, Communications, and Intelligence
CCSFWG	Communication, Control, and Security Functional Working Group
CEFACT	Centre for the Facilitation of Procedures and Practices in Administration, Commerce and Transport
CFS	Center for Standards
CIM	Corporate Information Management
CM	Configuration Management
DFWG	Defense Finance Working Group
DISA	Defense Information Systems Agency
DMRD	Defense Management Review Decision
DOD	Department of Defense
DSP	Defense Standardization Program
EA	Executive Agent
EC	Electronic Commerce
ECAT	Electronic Commerce Acquisition Team
ECTF	Electronic Commerce Task Force
EDI	Electronic Data Interchange
EDIFACT	EDI for Administration, Commerce, and Transport
EDISMC	Electronic Data Interchange Standards Management Committee
EEI	External Environment Interface
EA	Executive Agent
FAPM	Functional Activity Program Manager
FESMCC	Federal Electronic Data Interchange Standards Management Coordinating Committee
FIPS	Federal Information Processing Standard
FWG	Functional Working Group
GSA	General Services Administration
HFWG	Healthcare Functional Working Group
HL7	American National Standards Institute (ANSI) Accredited Standards Committee (ASC) Health Level 7.

IC	Implementation Convention
IM	Information Management
ISO	International Standards Organization (also known as International Organization for Standardization)
IT	Information Technology
ITSMP	Information Technology Standards Management Plan
JIEO	Joint Interoperability and Engineering Organization
LCM	Life Cycle Management
LFWG	Logistics Functional Working Group
MILSTRAP	Military Standard Transaction Reporting and Accounting Procedures
MILSTRIP	Military Standard Requisitioning and Issue Procedures
MOA	Memorandum of Agreement
NIST	National Institute of Standards and Technology
OFPP	Office of Federal Procurement Policy
OMB	Office of Management and Budget
OSD	Office of the Secretary of Defense
PFWG	Procurement Functional Working Group
PMC	President's Management Council
PSA	Principal Staff Assistant
SCC	Standards Coordinating Committee
SDC	Standards Development Committees
SDO	Standards Development Organizations
SMC	Standards Management Committee
TAFIM	Technical Architecture Framework for Information Management
TFWG	Transportation Functional Working Group (Same group as the Defense Transportation Electronic Data Interchange (DTEDI) Committee.)
TRM	Technical Reference Model
UN	United Nations
UN/EDIFACT	United Nations Electronic Data Interchange for Administration, Commerce, and Transport
VAN	Value-Added Network
VAS	Value-Added Service
WG	Working Group
WWW	World Wide Web
X12	American National Standards Institute Accredited Standards Committee X12.

APPENDIX C

GLOSSARY

American National Standards Institute (ANSI). An organization founded in 1918 as the national coordinator for standards in the U.S. ANSI itself does not develop standards. It approves a standard only when it has verified evidence presented by a standards developer that those affected by the standard have reached substantial agreement (consensus) on its provisions. ANSI is: the coordinator of the U.S. voluntary standards system; the approval organization for American National Standards; US member of the International Organizations for Standardization (ISO) and International Electrotechnical Commission (IEC); and the clearinghouse and information center for national and international standards.

Accredited Standards Committee X12 (ASC X12). An organization chartered by ANSI in 1979 to develop uniform standards for electronic interchange of business transactions. Numerous subcommittees comprise ASC X12. The committee=s aim is to structure standards so that computer programs can translate data to and from internal formats without extensive reprogramming.

Accredited Standards Committee Healthcare Level 7 (ASC HL7). ASC HL7 is comprised of industry members who create Healthcare standards for submission to ANSI.

Compatibility. The capability of two or more items or components of equipment or material to exist or function in the same system or environment without mutual interference.

Configuration Management (CM). A discipline applying technical and administrative direction and surveillance over the life cycle of standards to:

  a. Identify and document the functional standards.

  b. Control changes to related documentation.

  c. Record and report information needed to manage standards effectively, including the status of proposed changes and implementation status of approved changes.

d. Audit configuration items to verify conformance to existing standards, interface control documents, and other requirements.

<u>Data</u>. Items of information that have been gathered to be used in some type of process.

<u>Data Element (DE)</u>. The DE is the smallest named unit of information in the ANSI ASC X12 Standard. DEs have a specific name, description, type, minimum and maximum.

<u>Documentation</u>. Text file or book that comes with software describing the computer program. It tells the uses of the program as well as how to operate it.

<u>Electronic Commerce (EC)</u>. End-to-end, paperless business environment that integrates electronic transfer and automated business systems.

<u>Electronic Data Interchange (EDI)</u>. The computer-to-computer exchange of data in standard formats.

<u>Environment</u>. Use of a particular computer. Operating systems, word processing, and databases are all different environments.
<u>Gateway</u>. Link between several computers in a network setup.

<u>Healthcare Level 7</u>. See ASC HL7.

<u>Information Technology (IT) Standards</u>. Provides technical definitions for information system processes, procedures, practices, operations, services, interfaces, connectivity, interoperability, information formats content, interchange and transmission/transfer. IT Standards apply during the development, testing, fielding, enhancement, and life-cycle maintenance of DOD information systems.

<u>Interoperability</u>. The ability of systems, units or forces to provide services to and accept services from other systems, units, or forces and to use the services so exchanged to enable them to operate effectively together.

<u>National Institute of Standards and Technology (NIST)</u>. An agency of the U.S. Department of Commerce's Technology Administration. NIST's primary mission is to promote U.S. economic growth by working with industry to develop and apply

technology, measurements, and standards.

Security. Protection of a computer system and its data from harm or loss. A major focus of computer security, especially on systems accessed by many people or through communications lines, is the system screening, which denies access to unauthorized users and protects data from unauthorized uses.

Standard. Set of detailed technical guidelines used as a means of establishing uniformity in an area of hardware or software development. Standards are drafted by a cooperative group or committee after studying existing methods, approaches, and technological trends and developments. The proposed standards are later ratified or approved by a recognized organization and are adopted over time by consensus as products based on the standards become increasingly prevalent in the market.

Syntax. Grammar/rules to define the structure of EDI Standards.

Trading Partner. Party involved in exchanging EDI transmissions.

Transaction Set. A formal, structured business transaction used in X12 standard syntax. Transaction Sets have ID numbers (838, 840, 850, etc.) and titles (Trading Partner Profile, Request for Quotation, Purchase Order, etc.) developed by ASC X12.

United Nations / Electronic Data Interchange For Administration, Commerce, and Transport (UN/EDIFACT). The international standard for EDI. The United Nations Economic Commission for Europe (UN/ ECE) formally recognized the message development process and the ISO adopted the syntax in 1986. UN/EDIFACT and X12 syntax are similar in design and structure; UN/EDIFACT is international in acceptance whereas X12 in accepted primarily in the U.S.

Value-Added Network (VAN). Communications network that transmits, receives, and stores EDI messages for EDI trading partners. Some providers can be both a VAN and a VAS.

Value-Added Service (VAS). Provider of EDI services that assist in EDI implementation such as translation software, EDI Management Software, Operation of EDI Management software, and application interface software development. Some providers can be both a VAN and a VAS.